

Landlord Fees & Charges

The fees & charges listed below may vary depending on the scope of the services provided and your requirements. What we charge you depends on various factors, including the type of property you are letting and the service you would like.

The team in your local office will confirm our terms of business, the services we offer and what your fees will be.

	Levels of service offered:		
	Tenant Find: 100% of rent (inc. VAT)	Rent Collection: 7.2% of rent (inc. VAT)	Fully Managed: 14.5% of rent (inc. VAT)
Initial property visit to assess the property rental value	✓	✓	✓
Provide guidance on compliance with statutory provisions and letting consents	✓	✓	✓
Advise on presentation and refurbishment requirements	✓	✓	✓
Erect board outside property in accordance with Town and Country Planning Act 1990 (where possible)	✓	✓	✓
Marketing the property and advertise on all relevant portals	✓	✓	✓
Carry out accompanied viewings (as appropriate)	✓	✓	✓
Interview prospective applicants, detailed references and tenant Right to Rent checks	✓	✓	✓
Advise on non-resident tax status and HMRC (if relevant)	✓	✓	✓
Collect and remit initial months' rent and provide tenants with method of payment	✓	✓	✓
Preparation of AST Agreement and supporting documents required by law	✓	✓	✓
Pre tenancy visit to check the property is ready for occupancy and test alarms	✓	✓	✓
Arrange Inventory and record of condition and provide detailed report	✓	✓	✓
Deposit registration with Government deposit scheme	✓	✓	✓
Advise all relevant utility providers	✓	✓	✓
Tenancy handover to new occupants	✓	✓	✓
Provide a statement of income and expenditure on a monthly basis		✓	✓
Pursue non-payment of rent and provide advice on rent arrears actions		✓	✓
Undertake two routine visits per annum and notify the outcome to the landlord			✓
Arrange routine repairs and instruct approved contractors			✓
Hold keys throughout the tenancy term			✓
Security Deposit dilapidation negotiations			✓

Additional non-optional fees and charges (irrespective of level of service)

<p>Pre-tenancy fees (all service levels)</p>	<p>Arranging and facilitating statutory compliance (this is in addition to the costs of the item itself) if not provided on instruction or undertaken by the landlord:</p> <ul style="list-style-type: none"> • Energy Performance Certificate (EPC) £90 (inc. VAT) per tenancy • Gas Safety Certificate (GSR) £108 (inc. VAT) per tenancy • Electrical Installation Condition Report (EICR) £165 (inc. VAT) per tenancy depending on property size and number of consumer units • Portable Appliance Testing (PAT) £90 (inc. VAT) per tenancy • Legionella Risk Assessment £84 (inc. VAT) per tenancy • Installing Smoke alarms and Carbon Monoxide £90 (inc. VAT) per tenancy • Testing Smoke alarms and Carbon Monoxide detectors on the first day of the tenancy £30 (inc. VAT) per tenancy • Handling local authority licensing application £90 (inc. VAT) per tenancy • Fees subject to change dependant on the contractor, size of property and location - A cost will be agreed prior to instructing the contractor
<p>Start of tenancy fees</p>	<p>Set-up Fees: As per the fee schedule (inc. VAT) per tenancy. Referencing for up to two tenants (ID checks, Right-to-Rent checks, financial credit checks, obtaining references from current or previous employers / landlords and any other relevant information to assess affordability) as well as contract negotiation (amending and agreeing terms) and arranging the signing of the tenancy agreement.</p> <p>Sanction Checks: £6 (inc. VAT) checks must be applied to ALL parties involved with a tenancy.</p> <p>Additional Tenant Referencing Fees: £30 (inc. VAT) per tenant. As Set-up Fees above for additional tenants.</p> <p>Guarantor Fees: £50 (inc. VAT) per guarantor.</p> <p>Covering credit referencing and preparing a Deed of Guarantee (or as part of the Tenancy Agreement).</p> <p>Permitted Occupier Fees: £50 (inc. VAT) per permitted occupier. Explaining to any permitted occupier their rights and responsibilities towards the named tenant(s) and landlord.</p> <p>Deposit Registration Fees (where collected): £90 (inc. VAT) per tenancy. Register landlord and tenant details and protect the security deposit with a Government-authorised Scheme. Provide the tenant(s) with the Deposit Certificate and Prescribed Information within 30 days of the tenancy start date.</p> <p>Inventory Fees: Dependant on the number of bedrooms and/or size of the property and any outbuildings.</p> <p>Accompanied Check-in Fees: £300 (inc. VAT) per tenancy. Attending the property to welcome the tenant(s), confirm the Inventory and Schedule of Condition, explain the operation of appliances, highlight the location of utility meters, stop-cocks etc. and test that all smoke alarms and carbon monoxide detectors are present and in working order. This is subject to an approved Inventory as above.</p> <p>Landlord Withdrawal Fees (before move-in): £500 (inc. VAT) per tenancy. To cover the costs associated with the marketing, advertising and tenancy set-up should the landlord withdraw from the tenancy before it has started.</p>
<p>During tenancy fees</p>	<p>Additional Property Visits: £150 (inc. VAT) per visit. Should the landlord request property visits in addition to those within their existing Terms of Business, this covers the costs of attending the property.</p> <p>Rent Review Fees: £180 (inc. VAT) per tenancy. Review rent in accordance with current prevailing market conditions and advise the landlord, negotiate with the tenant(s), direct tenant(s) to make payment change as appropriate, update the tenancy agreement and serve a Section 13 Notice if the tenancy is on a periodic basis.</p> <p>Renewal Fees: £180 (inc. VAT) per tenancy. Contract negotiation, amending and updating terms and arranging for the signing of a further tenancy agreement.</p> <p>Right-to-Rent Follow-Up Check: £50 (inc. VAT) per check. Undertaking a repeat check in person on a time-limited visa in accordance with the Immigration Acts 2014 and 2016. Notifying the Home Office should an illegal overstayer be identified. This does not apply to a Tenant-Find service.</p>

	<p>Landlord Withdrawal Fees (during tenancy): £800 (inc. VAT) per tenancy. To cover the costs associated with advising the tenant on the change and the position of the security deposit, transferring the security deposit to the landlord or new agent, notifying all utility providers and local authority (where necessary) and returning all relevant documents held by the agent to the landlord. This does not apply to a Tenant-Find service.</p> <p>Arrangement Fees for works over 24% of net cost (inc. VAT). Arranging access and assessing the costs with any contractors, ensuring work has been carried out in accordance with the Specification of Works and retaining any resulting warranty or guarantee. Fully Managed service only.</p>
End of tenancy fees	<p>Check-out Fees: £180 (inc. VAT) per tenancy.</p> <p>Attending the property to undertake an updated Schedule of Condition based on the original inventory and negotiating the repayment of the security deposit.</p> <p>Tenancy Dispute Fee: £300 (inc. VAT) per tenancy.</p> <p>The costs associated with the preparation of all evidence and submitting the case to the tenancy deposit scheme as well as dealing with all correspondence relating to the dispute. This only applies where the agent has protected the deposit.</p> <p>Fees for the service of Legal Notices (Section 8 or Section 21): £180 (inc. VAT) per Notice.</p> <p>Court Attendance Fees: £108 (inc. VAT) per hour.</p>
Financial charges	<p>Interest on Unpaid Commission: 10% above the Bank of England Base Rate from Due Date until paid.</p> <p>Contractor Commission: 0% of contractors invoice (inc. VAT). To cover the costs associated with arranging and facilitating the visit of a vetted professional tradesperson.</p> <p>Submission of Non-Resident Landlords receipts to HMRC £108 (inc. VAT) per hour. To remit and balance the financial Return to HMRC on both a quarterly and annual basis.</p> <p>Additional HMRC Reporting Fees: £108 (inc. VAT) per hour. Responding to any specific queries relating to either the quarterly or annual Return from either the landlord or HMRC.</p> <p>Fees for providing an Annual Income and Expenditure Schedule: £30 (inc. VAT) annually.</p> <p>Same-Day Payment Fees: £30 (inc. VAT) per payment.</p> <p>Should the landlord request a payment faster than the agreed timescales within their existing Terms of Business, this covers the costs of providing a same-day payment service.</p> <p>Foreign Currency Payment Fees: £90 (inc. VAT) per payment. Should the landlord request a payment to be made in a currency other than that which is agreed within their existing Terms of Business, this covers the costs of providing a payment in another currency.</p>
Other fees and charges	<p>Arrangement Fees for refurbishments over £750: 24% of net cost (inc. VAT). Arranging access and assessing the costs with any contractors, ensuring work has been carried out in accordance with the Specification of Works and retaining any resulting warranty or guarantee.</p> <p>Obtaining more than two contractor quotes: £60 (inc. VAT) per quote. Fully Managed service only.</p> <p>Vacant Property Management Fees: £90 (inc. VAT) per visit. To cover the costs associated with visiting the property to undertake visuals checks on the inside and outside at a frequency mutually agreed with the landlord.</p> <p>Management Take-over Fees: £600 (inc. VAT) per tenancy. To cover the costs associated with taking over the management of an ongoing tenancy, ensuring all statutory compliance has been undertaken, confirming everything under "Set-up Fees" above, receiving and protecting the security deposit and providing all necessary legal documentation to the tenant.</p> <p>Deposit Transfer Fees: £60 (inc. VAT) per deposit. Should the landlord request any changes to a protected deposit during a tenancy, this covers the costs associated with legal compliance for said request.</p> <p>Other fees and charges may apply, depending on whether or not you ask us to carry out additional services.</p>

<p>Client Money Protection</p> <p>As a Regulated Firm under the Royal Institution of Chartered Surveyors (RICS) we are members of the RICS Client Money Protection Scheme. Detailed rules about the scheme can be found here.</p> <p>View our Client Money Protection Scheme certificate here.</p>	<p>Regulated by RICS</p>	<p>Independent Redress</p> <p>We are members of Property Redress, an independent organisation dedicated to resolving disputes between consumers and property agents. They provide impartial mediation and resolution, promoting transparency and trust within the property industry.</p> <p>View our Complaint Handling Procedure here and our Property Redress certificate here.</p>	
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Please ask a member of staff if you have any questions about our fees.